

**ADDENDUM NUMBER: ONE**

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**PROJECT:** Administration Building- First Floor Renovations  
Rocky Mount, North Carolina

**PROJECT NO:** 21051

**DATE:** May 11, 2023

**OWNER:** City of Rocky Mount  
PO Box 1180  
331 S. Franklin Street  
Rocky Mount, North Carolina 27802

**ARCHITECT:** Oakley Collier Architects, P.A.  
109 Candlewood Road  
Rocky Mount, North Carolina 27804  
(252) 937-2500

**PREVIOUSLY ISSUED:** None

**TO ALL CONTRACTORS:**

This Addendum is hereby made a part of the Contract Documents to the same extent as if originally included therein. This Addendum must be acknowledged on the Form of Proposal and shall be placed with the Contract Documents.

Drawings and Project Manual dated **April 7, 2023**, for this project, are hereby modified, corrected, or supplemented as follows:

**General**

**Item 1 Clarification** Contractor shall only bid on this project using the revised Plans and Specifications dated **April 7, 2023**. Previous plans and specifications dated February 10<sup>th</sup>, 2023, are no longer valid for this project bid.

**Item 2 Addition** **Pre-Bid Meeting Minutes**  
The attached pre-bid meeting minutes and sign-in sheet from May 3, 2023, shall be included in their entirety as part of this addendum.

**Specifications**

**Item 1 Addition:** **Section 10 22 26 Operable Partitions Acousti-Seal**  
See the attached specification for the operable partition.

**Drawings**

**Item 1 Clarification: Detail 10/A1.3 – Casework Section**

Omit notes referencing 3MM PVC impact-resistant edge banding. All quartz countertops shall be 3CM with eased edge. Typical at all locations.

**End of Addendum**



**Owner:** City of Rocky Mount  
*Frederick E. Turnage Administrative Complex*  
331 South Franklin Street  
Rocky Mount, NC 27801

**Location:** Rocky Mount City Hall  
*Frederick E. Turnage Administrative Complex*  
331 South Franklin Street  
Rocky Mount, NC 27801

**Architect:** Oakley Collier Architects  
109 Candlewood Road  
Rocky Mount, NC 27804  
Phone: (252) 937-2500

Attendees:  
See attached sign-in sheet

**I Bid:**  
Sealed Bids for a Single Prime Contract will be received and publicly opened at:  
3:00 p.m. on Tuesday, May 16, 2023  
*Frederick E. Turnage Administrative Complex*  
331 South Franklin Street  
Rocky Mount, NC 27801

All bids will be held until **3:00 p.m. on May 16th, 2023** at which time the bids will then be opened and read aloud.

**II Bid Day Documents:** Refer to Specifications

1. Proposal Form Pages 1 through 3.
2. Bid Bond (5%) or Certified Check (5%). Use the form provided in the specifications.
3. City of Rocky Mount MBE-1 Identity of Minority Business Participation
4. City of Rocky Mount MBE-2 Listing of the Good Faith Effort
5. Bid envelope should be sealed with the following information listed on the outside of the envelope.
  - a. Bidder's Name and Address
  - b. North Carolina Contractor's License Number
  - c. Name of Project
6. If awarded the Contract, the Bidder must provide an executed Performance Bond and Payment Bond for 100% of the Contract by a company licensed in North Carolina. Certificates of Insurance meeting the requirements indicated in the specifications will also be required.
7. Any bids that have qualifying notes or comments will be rejected.  
For mailed bids, it's the contractor's responsibility to ensure the bid arrives prior to the bid opening time. Place the bid in a double envelope with Bid Project Name, Contractor's name and License Number, and Mailing Address, written on the outside of the envelope. Mail to City of Rocky Mount, Attention Michael Baughn, PO Box 1180, Rocky Mount, NC 27802.



**III Alternates / Unit Prices / Allowances:**

**ALTERNATES**

Alternate No. G-1: Toilet Renovations

**UNIT PRICES**

Unit Price 1 – Data Outlets & Conduits – 5 included in Base Bid

Unit Price 2 – Duplex receptacle & circuit – 5 included in Base Bid

**IV No Preferred Alternates:**

No preferred brand alternates for this project.

**V Schedule:**

No proposal may be withdrawn after the closing time for the receipt of the bids for a period of 60 days.

Substantial Completion shall be One Hundred Eighty (180) consecutive calendar days from Notice to Proceed.

**VI Liquidated Damages:**

See Supplementary General Conditions (00 73 00): \$500 each calendar day in excess of the stated completion time.

**VII Examination of Bid Documents:**

All Bidders are expected to fully examine and familiarize themselves with the Drawings, Specifications, Existing Drawings, and Existing Site Conditions. All Bidders should read the scope of the bid package. Any questions or clarifications should be directed to the Architect. No allowances will be made after the bids are received for any oversight due to failure to examine the documents.

**VIII Substitutions:**

Substitutions or approvals of "Equals" will only be accepted if approved by the Architect in writing at least 7 days prior to the receipt of bids.

**IX Technical Questions:**

Technical questions should be submitted to Architect as soon as possible by phone or email. All sub-contractor questions should come through the GC in lieu of directly to the architect. The last day for questions shall be May 10th, by 5:00 pm. The last addendum shall be May 11th, 2023.

Project Contact:  
**David Griffin**  
**dgriffin@oakleycollier.com**



**X Construction Documents :** Document review.

This is a formal bid and construction documents and specifications are available via digital download. All addenda as well as the plan holders list will be distributed to pre-bid meeting attendees and plan holders.

**XI Addenda:**

Addenda shall be emailed to everyone on the Architect's plan holders list. Acknowledge receipt of all addenda on the bid form.

**XII Architect's brief description of the project:**

The project includes interior renovations to the City of Rocky Mount Administration Building. Renovations include but are not limited to the reconfiguration and renovation of 5,820 SF first-floor office space, The construction will consist of new stud walls, painting, flooring, and ceilings. Associated plumbing, mechanical, and electrical work is included.

**XIII Open for Questions.**

1. Work Hours – after-hours and weekend work are allowed. The contractor must coordinate with the owner.
2. Building access – the owner will provide security access to the contractor.
3. The owner is not requesting any salvaged product at this time.
4. The contractor shall provide dust control in the main lobby during work in that area.
5. The side building entrance will be used by the contractor for access to the project area.
6. A laydown area will be established just outside the work area. This area will be designated by the owner prior to construction.
7. All work above the ceiling that impacts or damages the layer of GWB attached to the structure is the responsibility of the contractor to repair.
8. All work that impacts the existing fireproofing on the steel columns and beams is the responsibility of the contractor to repair.
9. Contractor needs to refer to the specifications for allowances.
  - a. Allowances are to be used for unforeseen conditions and not work associated with the renovation scope of work.
  - b. The contractor is advised to take pictures of the existing conditions prior to demolition.
10. Allred Mechanical is providing the HVAC support contract.
11. Controls subcontractor contact information
  - a. Doug Hare  
919-390-4043  
Energy Automation, Raleigh, NC



**PRE-BID Meeting Sign-In Sheet**

May 3, 2023 1:00 PM

Name	Company	Telephone	Email
Antionette Goodwyn	City of Rocky Mount	<a href="tel:252-972-1228">252-972-1228</a>	<a href="mailto:Antionette.goodwyn@rockymountnc.gov">Antionette.goodwyn@rockymountnc.gov</a>
Tony Abbott	HG Reynolds Co. Inc	<a href="tel:252-492-3071">252-492-3071</a>	<a href="mailto:tabbott@hgreynolds.net">tabbott@hgreynolds.net</a>
Franki Joyner	Oakley Collier Architects	<a href="tel:252-937-2500">252-937-2500</a>	<a href="mailto:fjoyner@oakleycollier.com">fjoyner@oakleycollier.com</a>
Josh Reeder	Salisbury & Moore	<a href="tel:984-302-7838">984-302-7838</a>	<a href="mailto:Joshua.reeder@salisburymoore.com">Joshua.reeder@salisburymoore.com</a>
Denton Wall	Jones & Smith Contractor	<a href="tel:252-746-7628">252-746-7628</a>	<a href="mailto:denton@jonesandsmithnc.com">denton@jonesandsmithnc.com</a>
Brad Lewis	City of Rocky Mount	<a href="tel:252-972-1228">252-972-1228</a>	<a href="mailto:Brad.lewis@rockymountnc.gov">Brad.lewis@rockymountnc.gov</a>
Lizabeth Aguilar	Pinam Development	<a href="tel:910-783-6261">910-783-6261</a>	<a href="mailto:support@pinamconstruction.com">support@pinamconstruction.com</a>
Jerome Costa Jr	Costa & Co. Inc	<a href="tel:252-903-5027">252-903-5027</a>	<a href="mailto:jeromejr@costacompanyinc.com">jeromejr@costacompanyinc.com</a>
Richard Davenport	CDI	<a href="tel:252-443-0923">252-443-0923</a>	<a href="mailto:richard@calvindavenport.com">richard@calvindavenport.com</a>
Dale Burkett	Costa & Co., Inc	<a href="tel:252-270-8688">252-270-8688</a>	<a href="mailto:dale@costacompanyinc.com">dale@costacompanyinc.com</a>
Michael Baughn	City of Rocky Mount	<a href="tel:252-972-1202">252-972-1202</a>	<a href="mailto:Michael.baughn@rockymountnc.gov">Michael.baughn@rockymountnc.gov</a>
David Griffin	Oakley Collier Architects	<a href="tel:252-937-2500">252-937-2500</a>	<a href="mailto:dgriffin@oakleycollier.com">dgriffin@oakleycollier.com</a>

**Specification - Section 10 22 26 (10650) Operable Partitions Acousti-Seal®**

**PART 1 – GENERAL**

**1.1 RELATED DOCUMENTS**

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

**1.2 SUMMARY**

- A. This Section includes the following:
  - 1. Manually operated, individual panel operable partitions.
- B. Related Sections include the following:
  - 1. Division 03 Sections for concrete tolerances required.
  - 2. Division 05 Sections for primary structural support, including pre-punching of support members by structural steel supplier per operable partition supplier's template.
  - 3. Division 06 Sections for wood framing & supports, and all blocking at head and jambs as required.
  - 4. Division 09 Sections for wall and ceiling framing at head and jambs.

**1.3 QUALITY ASSURANCE**

- A. Installer Qualifications: An experienced installer who is certified in writing by the operable partition manufacturer, as qualified to install the manufacturer's partition systems for work similar in material, design, and extent to that indicated for this Project.
- B. Acoustical Performance: Test operable partitions in an independent acoustical laboratory in accordance with ASTM E90 test procedure and classified in accordance with ASTM E413 to attain no less than the STC rating specified. Provide a complete and unedited written test report by the testing laboratory upon request.
- C. Preparation of the opening shall conform to the criteria set forth per ASTM E557 *Standard Practice for Architectural Application and Installation of Operable Partitions*.
- D. The operable wall must be manufactured by a certified ISO-9001-2015 company or an equivalent quality control system.

**1.4 REFERENCE STANDARDS**

- A. ASTM International
  - 1. ASTM E557 Standard Practice for Architectural Application and Installation of Operable Partitions.
  - 2. ASTM E90 - Standard Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions and Elements.
  - 3. ASTM C1036 - Standard Specification for Flat Glass.
  - 4. ASTM C1048 - Heat-Treated Flat Glass—Kind HS, Kind FT Coated and Uncoated Glass.
  - 5. ASTM E84 - Surface Burning Characteristics of Building Materials.
  - 6. ASTM E413 - Classification for Rating Sound Insulation
- B. Health Product Declaration Collaborative
  - 1. Health Product Declaration Open Standard v2.1
- C. International Standards Organization
  - 1. ISO 14021 - Environmental Labels and Declarations - Self-Declared Environmental Claims (Type II Environmental Labeling).
  - 2. ISO 14025:2011-10, Environmental Labels and Declarations - Type III Environmental Declarations - Principles and Procedures.
  - 3. ISO 14040:2009-11, Environmental Management - Life Cycle Assessment - Principles and Framework.
  - 4. ISO 14044:2006-10, Environmental Management - Life Cycle Assessment - Requirements and Guidelines.

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5. ISO 21930 – Sustainability in Buildings and Civil Engineering Works — Core Rules for Environmental Product Declarations of Construction Products and Services.

**D. Other Standards**

1. ADA – Americans with Disabilities Act.
2. ANSI Z97.1 - Safety Glazing Materials Used in Buildings.
3. CPSC 16 CFR 1201 - Safety Standard for Architectural Glazing Materials.
4. NEMA LD3 - High Pressure Decorative Laminates.

**1.5 SUBMITTALS**

- A. Product Data: Material descriptions, construction details, finishes, installation details, and operating instructions for each type of operable partition, component, and accessory specified.
- B. Shop Drawings: Show location and extent of operable partitions. Include plans, elevations, sections, details, attachments to other construction, and accessories. Indicate dimensions, weights, conditions at openings, and at storage areas, and required installation, storage, and operating clearances. Indicate location and installation requirements for hardware and track, including floor tolerances required and direction of travel. Indicate blocking to be provided by others.
- C. Setting Drawings: Show imbedded items and cutouts required in other work, including support beam punching template.
- D. Samples: Color samples demonstrating full range of finishes available by architect. Verification samples will be available in same thickness and material indicated for the work.
- E. Reports: Provide a complete and unedited written sound test report indicating test specimen matches product as submitted.
- F. Create spaces that are healthy for occupants.
  1. Furnish products and materials with Health Product Declaration (HPD), Manufacturer Inventory, or other material health disclosure documentation. Products without an HPD or other disclosure documentation are not acceptable.
- G. Furnish materials that generate the least amount of pollution.
  1. Furnish products and materials that have third party verified environmental product declarations (EPD's). Consider products and materials that have optimized environmental performance (reduced life cycle impacts). Products without an EPD or other disclosure documentation are not acceptable.
- H. Buy American: Folding door to be manufactured in the United States in compliance with applicable U.S. Federal Trade Commission (FTC) and U.S. Customs Service and Border Protections regulations and be labeled "Made in America".

**1.6 DELIVERY, STORAGE, AND HANDLING**

- A. Clearly mark packages and panels with numbering systems used on Shop Drawings. Do not use permanent markings on panels.
- B. Protect panels during delivery, storage, and handling to comply with manufacturer's direction and as required to prevent damage.

**1.7 WARRANTY**

- A. Provide written warranty by manufacturer of operable partitions agreeing to repair or replace any components with manufacturing defects.
- B. Warranty period: Two (2) years.
- C. Suspension System Warranty:
  1. Premier Single for Training room # 116: Five (5) years.

**PART 2 – PRODUCTS**

**2.1 MANUFACTURERS, PRODUCTS, AND OPERATION**

- A. Manufacturers: Subject to compliance with requirements, provide product by the following:



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1. Modernfold, Inc.
- B. Doors to be manufactured in the U.S.A.
- C. Products: Subject to compliance with the requirements, provide the following product:
  1. for Training room # 116: Acousti-Seal Premier - Single Panel: Manually operated individual panel operable partition.

**2.2 OPERATION**

- A. Premier Single for Training room # 116: Acousti-Seal Premier - Single Panel: Series of individual flat panels, manually operated, top supported with operable floor seals.
- B. Final Closure:
  1. Premier Single for Training room # 116: Horizontally expanding panel edge with removable crank

**2.3 PANEL CONSTRUCTION**

- A. Panel skin shall be:
- B. Premier Single for Training room # 116: Nominal 3-inch (76mm) thick panels in manufacturer's standard 48-inch (1220mm) widths. All panel horizontal and vertical framing members fabricated from minimum 18-gage formed steel with overlapped and welded corners for rigidity. Top channel is reinforced to support suspension system components. Frame is designed so that full vertical edges of panels are of formed steel and provide concealed protection of the edges of the panel skin.
- C. Panel skin shall be:
  1. Premier Single for Training room # 116: 0.50-inch (13mm) tackable 100% recycled gypsum board, class "A" rated single material or composite layers continuously bonded to panel frame. Acoustical ratings of panels with this construction minimum:
    - a. 50 STC
- D. Hinges for Closure Panels, Pass Doors, and Pocket Doors shall be:
  1. Premier Single for Training room # 116: Full leaf butt hinges, attached directly to the panel frame with welded hinge anchor plates within panel to further support hinge mounting to frame. Lifetime warranty on hinges. Hinges mounted into panel edge or vertical astragal are not acceptable.
- E. Panel Trim: No vertical trim required or allowed on edges of panels; minimal groove appearance at panel joints.
- F. Panel Weights:
  1. Premier Single for Training room # 116: 50 STC - 8 lbs./square foot

**2.4 PANEL FINISH**

- A. Panel finish shall be:
  1. Premier Single for Training room # 116: Reinforced heavy duty vinyl with woven backing weighing not less 30 ounces (850 grams) per lineal yard.
- B. Panel Trim: Exposed panel trim of one consistent color:
  1. Premier Single for Training room # 116: Smoke Gray

**2.5 SOUND SEALS**

- A. Vertical Interlocking Sound Seals between panels: Roll-formed steel astragals, with reversible tongue and groove configuration in each panel edge for universal panel operation. Rigid plastic or aluminum astragals or astragals in only one panel edge are not acceptable.
- B. Horizontal Top Seals: Continuous contact extruded vinyl bulb shape with pairs of non-contacting vinyl fingers to prevent distortion without the need for mechanically operated parts.
- C. Horizontal bottom floor seals shall be:
  1. Premier Single for Training room # 116: Modernfold IA2 Bottom seal. Automatic operable seals providing nominal 2-inch (51mm) operating clearance with an operating range of

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+0.50-inch (13mm) to -1.50-inch (38mm) which automatically drop as panels are positioned, without the need for tools or cranks.

## **2.6 SUSPENSION SYSTEM**

- A. Premier Single for Training room # 116: #17 Suspension System - "Smart Track™"
  - 1. Suspension Tracks: Minimum 11-gauge, 0.12-inch (3.04mm) roll-formed steel track, suitable for either direct mounting to a wood header or supported by adjustable steel hanger brackets, supporting the load-bearing surface of the track, connected to structural support by pairs of 0.38-inch (10mm) diameter threaded rods. Aluminum track is not acceptable.
    - a. Exposed track soffit: Steel, integral to track, and pre-painted off-white.
  - 2. Carriers: Two all-steel trolleys with steel tired ball bearing wheels. Non-steel tires are not acceptable. Suspension system shall provide automatic indexing of panels into stack area using preprogrammed switches and trolleys without electrical, pneumatic, or mechanical activation.

## **PART 3 – EXECUTION**

### **3.1 INSTALLATION**

- A. General: Comply with ASTM E557, operable partition manufacturer's written installation instructions, Drawings and approved Shop Drawings.
- B. Install operable partitions and accessories after other finishing operations, including painting have been completed.
- C. Match operable partitions by installing panels from marked packages in numbered sequence indicated on Shop Drawings.
- D. Broken, cracked, chipped, deformed or unmatched panels are not acceptable.

### **3.2 CLEANING AND PROTECTION**

- A. Clean partition surfaces upon completing installation of operable partitions to remove dust, dirt, adhesives, and other foreign materials according to manufacturer's written instructions.
- B. Provide final protection and maintain conditions in a manner acceptable to the manufacturer and Installer that ensure operable partitions are without damage or deterioration at time of Substantial Completion.

### **3.3 ADJUSTING**

- A. Adjust operable partitions to operate smoothly, easily, and quietly, free from binding, warp, excessive deflection, distortion, nonalignment, misplacement, disruption, or malfunction, throughout entire operational range. Lubricate hardware and other moving parts.

### **3.4 EXAMINATION**

- A. Examine flooring, structural support, and opening, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of operable partitions. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.5 DEMONSTRATION**

- A. Demonstrate proper operation and maintenance procedures to Owner's representative.
- B. Provide Operation and Maintenance Manual to Owner's representative.

Modernfold, Inc.  
215 West New Road  
Greenfield, IN 46140  
Toll Free: 800.869.9685  
email: info@modernfold.com  
www.modernfold.com